

ADMINISTRATIVE-INTERNAL USE ONLY

MEMORANDUM FOR: All Office of Weapons Intelligence Employees
SUBJECT : Attitudinal Survey

1. The attached questionnaire was prepared at my request by the OWI Panel Advisory Group and the Psychological Services Staff of OMS. It addresses topics of concern to us all, and the results should help us improve our Office as a place to work. Your responses in areas such as personnel management, morale, and other work-related matters will assist OWI management in making decisions regarding future plans for the Office. You may be assured that we will give serious consideration to any problems identified in your responses.

2. The results of the questionnaire will be analyzed by the Psychological Services Staff of the Office of Medical Services and will be reported back to me. Also, the overall tabulated responses to the questions will be made known to all OWI employees after the responses have been analyzed. I strongly urge each of you to respond to this questionnaire. The validity and usefulness of this study depends on the fullest cooperation of all employees in providing serious and candid answers. Also, I want to assure you that complete anonymity will govern the individual responses to the survey. Each individual questionnaire will be held in the strictest confidence by the Office of Medical Services. The background information requested from you is simply to permit the breaking out of coarse statistical data on various groups and categories of our employees to make the information more meaningful and not as a basis for attempting to identify individuals. The questionnaire should not be signed.

3. Please return the completed questionnaire within two weeks of the date on which you received it. I appreciate your cooperation.

[Redacted Signature Box]

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R. E. HINEMAN
Director
Weapons Intelligence

Attachments:
As Stated

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